

Associated Students of Santa Monica College
A.S. Finance Committee Regular Meeting
February 24th, 2016, 11:00 A.M., Cayton Center Room #206
1900 Pico Blvd, Santa Monica, CA 90405
(310) 434-4250
MINUTES



The Finance Committee adheres to the **Fiscal Policy** in its decision making process.

The **Fiscal Policy**, meeting agendas, and minutes may be viewed at the Associated Students Office, or online at <http://www.smc.edu/StudentServices/AssociatedStudents/Pages/FORMS-DOCUMENTS.aspx>

I. Call to Order 11:04 A.M.

II. Roll Call

Director of Budget Management: Samuel Ross **P**
A.S. President: Jesse Randel **P – Left at 11:52 A.M., Returned at 11:57 A.M.**
ICC Vice Chair: VACANT
Director of Sustainability: Heather Haro **P**
Interim Associate Dean of Student Life: Dr. Nancy Grass **P**
Bookstore Manager: David Dever **P**

III. Public Comments – None

IV. Approval of Agenda

Associate Dean of Student Life moved to approve the agenda, Seconded
*Without objection, the agenda was **approved***

V. Approval of Minutes

5.1 November 10th, 2015 Regular Meeting
5.2 November 18th, 2015 Regular Meeting
5.3 November 23rd, 2015 Special Meeting
5.4 December 7th, 2015 Special Meeting
Associate Dean of Student Life moved to approve items 5.1, 5.2, and 5.3 as a bunch, Seconded
*Without objection, the minutes were **approved***
A.S. President moved to table item 5.4 to the next Finance Committee Meeting, Seconded
*Without objection, the motion **passed***

VI. Action Items

6.1 Approval of funding for the A.S. to have elections for the 2016-2017 A.S. Board, including hiring poll workers, publicity (Corsair ads and/or small A.S. logo giveaways), pre-packaged snacks, daily drawing prizes plus one grand prize, and candidate reimbursements for campaign materials.
(Jesse Randel, Elections: \$7,980.00)
A.S. President moved to approve action item 6.1, Seconded
Director of Budget Management noted that the provided quotes are from last year's elections, and that the process will be substantially the same as in the past. He added that the proposal has multiple contingencies built-in for a potential run-off election and other exigencies, such that the total amount spent should be well under \$7,980.00.
Director of Budget Management advised the committee that, upon counsel from the parliamentarian Bruce Bishop, he will begin voting as chair due to the small size of the committee.
*Without objection, a roll call vote was taken and action item 6.1 was **approved Unanimously***

VII. Discussion Items

7.1 Potential revisions to A.S. Fiscal Policy
The first of a series of discussion about revising Fiscal Policy



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Goal: Create policies that act as clear guidelines, but are flexible enough to not necessitate change or override.

A variety of subjects were discussed including:

- making certain parts of Fiscal Policy fixed and certain parts variable
- making changes to the language involved with the Innovative Research Project Award
- having departments begin their proposals with Finance then bring them to the board meetings
- the possibility of creating a mechanism for dealing with the funding of any class project
- making changes to Fiscal Policy to clean up the language, increasing clarity and specificity
- possibility of changing the mechanism used to deal with low budget requests, making it faster, and high budget requests, making them go through slower
- allowing Fiscal Policy flexibility for future boards
- allowing an allotment for unanticipated expenses on purchases
- adding a mechanism to deal with retroactive spending
- requiring departments requests to have four signatures rather than two
- the necessity of a better method of handling requisitions, as it relates to reimbursements and per diems as cash advances

VIII. Communication from the Floor

8.1 Director Reports

8.2 Advisor Reports

8.3 Committee Reports

IX. Adjournment 12:31 P.M.

A.S. President moved to adjourn, Seconded

*Without objection, the motion **passed***



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